

ADMINISTRATIVE - INTERNAL USE ONLY

D/FBIS/CHRON

FBIS 1442/87

13 MAY 1987

MEMORANDUM FOR: Deputy Director for Administration
THROUGH: Special Support Assistant to the DDA
FROM:
Acting Director, Foreign Broadcast Information Service
SUBJECT: Rosslyn Parking
REFERENCE: D/FBIS Memo, dtd 24 Oct 86, Same Subject

STAT

1. This is to request a one-time extension of the approval granted in ref for the lease of commercial parking space in the Rosslyn area for use by FBIS Staff employees. As of 31 May we will have expended the initial \$25,000 approved for the purpose and, due to slippage of several months in the date of our move to Reston, need to expend an additional \$12,433.20 to fully cover the leasing of the parking spaces through 31 August 1987.

2. FBIS has funds available and we anticipate that this expenditure will completely take care of our needs for parking. Therefore, we are requesting approval for the additional expenditure.

STAT

APPROVED:

Deputy Director for Administration

Date

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DDS&T/FBIS/ADMIN/C [] (7May87)

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Distribution:

Orig - Addressee

- 1 - SSA/DDA
- 1 - D/FBIS Chrono
- 1 - RIM Corres
- 1 - C/DDS&T/AS
- 1 - C/FBIS/AS/Chrono
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- 1 - FBIS/Registry
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